

## Board of Selectmen Minutes – July 6, 2009

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### **I. Call to Order/Roll Call**

Chairman Alex Vispoli called the Regular meeting of the Board of Selectmen to order at **7:00 P.M. in the Selectmen's Conference Room at the Town Offices. Present at the meeting:** Chairman Vispoli – Y, Selectman Teichert – Y, Selectman Major – Y and Selectman Lyman – Y. Also present: Town Manager Buzz Stapczynski and Town Clerk Randy Hanson. The meeting was duly posted and cable-cast live.

### **II. Opening Ceremonies**

Chairman Vispoli asked for a Moment of Silence followed by the Pledge of Allegiance.

### **III. Communications/Announcements/Liaison Reports**

The Town Manager reported the following:

- Preliminary Local Aid from the State is \$700,000 less than expected. A Special Town Meeting will be held with a recommended date of Wednesday, October 7<sup>th</sup>. A Tri-board meeting should to be held as soon as possible to begin the process of determining how to meet the \$1.2M deficit.
- The DPW Recycling Guide is available on the Town's website with copies available at the Library and Town Offices. Town Clerk Randy Hanson said the new census logo would appear on the recycling brochures.
- A hearing to discuss the removal of trees at Wood Memorial Park is scheduled for Wednesday, July 8<sup>th</sup> with a follow-up presentation at the July 20<sup>th</sup> Board of **Selectmen's meeting.**

Selectman Teichert asked residents to address issues at Board of Selectmen meetings and not through the newspaper. Selectman Teichert also said the School Building Task Force is scheduled to meet on Thursday, July 8<sup>th</sup> at 8:00 A.M. in the Town Offices.

The Town Manager introduced Beth Mazin and recommends she be appointed Director of Memorial Hall Library. Beth has worked at MHL since 1987 and as Assistant Director has been mentored for several years by outgoing Director Jim Sutton. Selectman Lyman **motioned to approve the Town Manager's recommendation of Meth** Mazin as Director of Memorial Hall Library and Selectman Teichert seconded the motion. Selectman Major requested a discussion be held prior to filling **the Assistant Director's position.** The Board voted 4-0 to approve the appointment of Ms. Mazin effective July 7, 2009 at the M2 Rate.

Selectman Lyman reported that the new Four Season Room at the Senior Center is complete and thanked the Andover Home for Aged for donating the furniture. The Commission on Disability is working with the Senior Center on an outdoor garden. Grill Night at the Senior Center begins on Wednesday, July 8<sup>th</sup> from 5:00-7:00 P.M. Selectman Lyman said the Commission on Disability is scheduled to meet on Tuesday, July 22<sup>nd</sup>, the TRIAD Council on Thursday, July 9<sup>th</sup> at 9:30 A.M. and the Council on Aging at 8:00 A.M. on Thursday, July 9<sup>th</sup>.

**Chairman Vispoli discussed the process for the Town Manager's annual evaluation. The**

scoring sheet will be the same as last year and the Board welcomes input from the community. Chairman Vispoli also thanked the citizens who attended the meeting at the Memorial Hall Library about the trees in Town.

**A report on this year's fireworks and 4th of July Celebration** was given by Jerry Silverman, former long-time Selectman and someone who has been so very instrumental in fundraising to offset the cost of the fireworks for the 4<sup>th</sup> of July Celebration. Mr. Silverman said the Andover Historical Society is preparing a feature on memories of Andover and he shared his memories of how Andover began celebrating the 4<sup>th</sup> of July to where it is today. Volunteers who help organize the event are what make Andover so special and provides a real sense of community.

Selectman Teichert motioned to formally change the name of the annual 4<sup>th</sup> of July **fireworks display to "Jerry's Fireworks"**. **The motion was seconded by Selectman Major** and voted 4-0 to approve.

Selectman Teichert motioned to approve a Special Town Meeting for Wednesday, October 7<sup>th</sup> at the Collins Field House. The motion was seconded by Selectman Lyman, and unanimously approved by a vote of 4-0.

Selectman Teichert motioned to open the Town Warrant on August 31, 2009, to be closed on Monday, September 14<sup>th</sup> at the end of the business day at 4:30 P.M. The motion was seconded by Selectman Lyman, and unanimously approved by a vote of 4-0.

#### **IV. Citizens Petitions and Presentations**

John Pasquale, 47B Whittier Street, praised the Board of Selectmen for organizing meetings now to begin the budget process. He also suggested the Town and School agree on one set of numbers and that it be documented.

#### **V. Public Hearing**

##### **A. Bay State Gas Company**

Selectman Major motioned to approve the request of Bay State Gas Company to excavate for the purpose of extending and/or maintaining its gas mains and to make the necessary house connections along said extensions as follows:

**~Excavate on Burton Farm Road to extend the 2" PE main to provide** service to #11 Burton Farm Road, approximate location shown on Plan #06102009, dated 6/10/09.

The request has been reviewed and approved by the Department of Public Works with the condition that a street opening permit must be obtained from the DPW prior to the commencement of any construction. Selectman Teichert seconded the motion, which was unanimously approved by a vote of 4-0.

#### **VI. Regular Business of the Board**

##### **A. Year-end Budget Transfer**

The Town Manager presented the year-end budget transfer for the Board's approval.

Selectman Major motioned to approve the following FY2009 Budget Transfers in accordance with the provisions of Mass General Laws Chapter 44, Section 33B, clause b:

Transfer of \$3,000 from Elder Services-Other Expense and \$44,000 from Public Safety-

Other Expense and to appropriate \$3,000 to Elder Services-Personal Services and \$44,000 to Public Safety-Personal Services.

The motion was seconded by Selectman Teichert, voted 4-0 and approved.

B. Parking Fees

Selectman Major motioned to approve the request by Police Chief Pattullo to increase fees for parking violations as presented at the previous meeting. The motion was seconded by Selectman Lyman, and voted 4-0 to approve.

Selectman Major motioned that the increase in fees for parking violations be effective as of July 13, 2009. The motion was seconded by Selectman Lyman, voted 4-0 and approved.

C. Open Space and Recreation Plan

Representatives Robert Douglas, Alix Driscoll, and Howard Kessler of the Open Space and Recreation Plan Committee presented a plan outlining the goals for open space which include protecting the rivers for recreation, planning future open space purchases, land management, education, active recreation, trail system, and community gardens. Key components of the plan and areas of interest and opportunities for the community were also discussed. The representatives requested a letter of support for the Open Space and Recreation Plan from the Selectmen.

Selectman Major motioned to support the Open Space and Recreation Plan as submitted by the representatives of the Open Space and Recreation Committee. The motion was seconded by Selectman Lyman and unanimously voted 4-0 to approve.

Selectman Major motioned to endorse the Beaver Deceiver letter to the State Legislatures from the Board of Selectmen. The motion was seconded by Selectman Teichert, and voted 4-0 to endorse.

D. FY-09 Goals and Objectives

The Town Manager reported on the FY-09 Goals and Objectives. He stated that the Budget /Financial Plan worked well this past year and proposes a joint plan for presenting the budget again this year. Although Town Meeting ended with an un-balanced budget, the key goal of the Board is to not use free case for the Fiscal 2010 budget.

The Town Manager discussed the importance of managing the impact of major CIP Projects, determining what we can afford, as well as identifying new areas to raise revenue. Mr. Stapczynski reported all union contracts have been settled and all units are on the new health care plan.

Energy Conservation efforts were a priority this past year and will continue to be a focus for the Town in the upcoming budget year. Selectman Lyman asked when a hearing on turning off streetlights would be scheduled.

Communications

The Town Manager said Communications via the Town Website are constantly being improved upon. This year the focus will be to upgrade the information for Department of

Community Development and Planning on the as well as providing on-line registrations for the DCS, Youth Services and Elder Services.

Staff Development

Internal staff development continues to be provided by the Human Resource Department through the Legacy of Leadership as well as internal mentoring across all departments.

Projects

The Town Manager reported on projects underway which include the Bancroft School Building Project, development of the Deyermund Ball Field at Blanchard Street, and the Ledge Road Land Fill. The Town Yard Task Force is drafting an RFP for a site located off Dascomb Road at Brockway Smith. The I-93 Interchange Project has been assigned two managers by the State and an Environmental Impact Study will be conducted. The Main Street Project is near completion with a ribbon cutting ceremony scheduled for Saturday, September 12<sup>th</sup>. Plans to relocate the curbing across from the Mobil Station include a low cost adjustment by retiming the traffic lights and moving the centerline over. The Ballardvale Fire Station Committee is pursuing a grant application and the Youth Services Office has moved into the Pearson Street Location.

Chairman Vispoli asked if outsourcing and combining of departments would change space need requirements of the Town Yard. Selectman Lyman requested an update on Youth Services be provided.

Technology

The Town Manager said the Town IT Committee sent out an RFP for a consultant and has received over twenty responses.

Conclusion

In conclusion, Mr. Stapczynski said it has been a banner year for getting things accomplished and feels great progress has been made. He thanked the community, committee members and volunteers for their time and commitment to these projects.

**VII. Approval of Consent Agenda Items**

A. Appointments and Re-Appointments

Selectman Lyman motioned to approve the following appointments as recommended by the Town Manager. The motion was seconded by Selectman Major, and voted 4-0 to approve.

DEPARTMENT	POSITION	RATE	EFF. DATE
<u>COMMUNITY SERVICES</u>			
Molly R. Corcoran	Counselor – PT	C2A	6/29/09
Emily S. Adams	Counselor – PT	C2A	6/29/09
Shawn C. Noonan	Lifeguard – PT	C2A	6/29/09
Dana M. Trismen	Counselor – PT	C2A	6/29/09
David G. Cleary	Enrichment Instructor – PT	***	10/1/09
*** varies with course			
<u>YOUTH SERVICES</u>			
Debbie Cheng	Counselor – PT	C3A	6/19/09

POLICE DEPARTMENT

Patrick E. Keefe	Sergeant (v. D. Pattullo)	Q99515-1-2	7/12/09
<b>Sean O'Day</b>	Reserve Intermittent Officer – PT	\$22.82/hr.	9/12/09
Michael Dalton	Reserve Intermittent Officer – PT	\$22.82/hr.	9/12/09
Jonathan PaPas	Reserve Intermittent Officer – PT	\$22.82/hr.	9/12/09
<b>John D'Ambrosio</b>	Reserve Intermittent Officer – PT	\$22.82/hr.	9/12/09
Owen Fitzpatrick	Reserve Intermittent Officer – PT	\$22.82/hr.	9/12/09
Sean Hegarty	Reserve Intermittent Officer – PT	\$22.82/hr.	9/12/09
Eric Milligan	Reserve Intermittent Officer – PT	\$22.82/hr.	9/12/09
David Nazzaro	Reserve Intermittent Officer – PT	\$22.82/hr.	9/12/09

Selectman Lyman motioned to approve the following appointments as recommended by the Town Manager. The motion was seconded by Selectman Major, and voted 4-0 to approve.

COMMISSION ON DISABILITY – Term expires 6/30/11

Ruth Rosensweig (v. D. Gorzela)

PRESERVATION COMMISSION – Term expires 6/30/10

Leo M. Greene (v. M. Salafia)

BOARD OF ASSESSORS – Term expires 6/30/12

Lewis Trumbore (v. J. Petty)

ELECTION OFFICIALS – Terms to expire August 2010

As per the attached list as presented by the Town Clerk.

Selectman Lyman motioned to approve the following appointments as recommended by the Town Manager. The motion was seconded by Selectman Teichert and voted 3-0-1 and approved. Selectman Major recused himself from voting.

CONSTABLE – Term expires 6/30/12

David E. Hall

INFORMATION TECHNOLOGY COMMITTEE – Terms expire 6/30/12

**Leonard D'Innocenzo**

George J. Cordima

Kurt Guthmann

Kristen Howard

Barbara Morache

Raymond Tode

TOWN YARD TASK FORCE – Term expires 6/30/10

Paul Materazzo

Joseph Piantedosi

Jack Petkus

B. Block Party

Selectman Major motioned to approve the request of Gina Murray, 3 Wescott Road, for

permission to block off the end of her street at Westminster Way on Saturday, September 26, 2009 from 3:00 P.M. to 7:00 P.M. for a neighborhood block party. Arrangements have been reviewed and approved with conditions by the Police Department. The motion was seconded by Selectman Lyman, and voted 4-0 to approve.

C. Hike for Hope

Selectman Teichert motioned to approve the request of Roger Desjardins, Hike for Hope Committee, for permission to conduct the 10<sup>th</sup> Annual 5-mile **“Hike for Hope”** through the streets of Andover on Sunday, October 4, 2009 beginning at 1:00 P.M. at Merrimack College. The route will be the same as in previous years. Arrangements have been reviewed and approved with conditions by the Police Department. The motion was seconded by Selectman Lyman and voted 4-0 to approve.

**VIII. Approval of Minutes from Previous Meetings**

Selectman Lyman motioned to approve the Minutes of the June 22, 2009 – Regular Meeting. The motion was seconded by Selectman Teichert and voted 4-0 to approve.

**IX. Adjournment**

A motion was made by Selectman Teichert and seconded by Selectman Major to adjourn the meeting. The motion was voted 4-0 to approve. The meeting adjourned at 9:02 P.M.

Respectfully submitted,

Dee DeLorenzo, Recorder